

**CEMETERY BOARD  
MEETING MINUTES  
November 28, 2016**

**PRESENT:** Patricia Grathen (*via GoToMeeting*,) Francis Groh, John Reinemann, Clyde Rupnow, Bernard Schroedl

**EXCUSED:** Kathleen Cantu

**STAFF:** Dan Williams, Executive Director; Nifty Lynn Dio, Bureau Assistant; Greg DiMiceli, Administrative Rules Coordinator and other Department staff.

**CALL TO ORDER**

Clyde Rupnow, Chair, called the meeting to order at 9:40 a.m. A quorum of five (5) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Bernard Schroedl moved, seconded by Francis Groh, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF AUGUST 30, 2016**

**MOTION:** Bernard Schroedl moved, seconded by Patricia Grathen, to approve the minutes of August 30, 2016 as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**MOTION:** Clyde Rupnow moved, seconded by Patricia Grathen, to delegate authority to Francis Groh to review any requests submitted to the Cemetery Board under Wis. Stats. 157.08(2)(b), request additional information as necessary, and make the final decision to approve or object. Motion carried unanimously.

**LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS – DISCUSSION AND  
CONSIDERATION**

**Proposal Relating to CB 1-5, Cemetery Authorities, Salespersons and Preneed Sellers**

**MOTION:** Bernard Schroedl moved, seconded by John Reinemann, to authorize Francis Groh to approve the preliminary rule draft of CB 1-5 relating to Cemetery Authorities, Salespersons and Preneed Sellers for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

## **CONVENE TO CLOSED SESSION**

**MOTION:** Bernard Schroedl moved seconded by Francis Groh, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Clyde Rupnow read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Patricia Grathen-yes; Francis Groh-yes; John Reinemann-yes; Clyde Rupnow-yes; Bernard Schroedl-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:53 a.m.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Bernard Schroedl moved, seconded by John Reinemann, to reconvene in open session. Motion carried unanimously.

The Board reconvened into open session at 11:11 a.m.

## **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

**MOTION:** John Reinemann moved, seconded by Bernard Schroedl, to affirm all motions made in closed session. Motion carried unanimously.

## **S.E. CEMETERIES REQUEST FOR CONVEYANCE – DISCUSSION AND CONSIDERATION**

**MOTION:** Bernard Schroedl moved, seconded by John Reinemann, to approve the conveyance request by S.E. Cemeteries of Wisconsin, Inc submitted November 2, 2016. Motion carried unanimously.

## **DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS**

### **Case Closing**

### ***16 RLC 001***

**MOTION:** Francis Groh moved, seconded by Bernard Schroedl, to close DLSC Case No. 16 RLC 001 against G.O.C. for No Violation. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Bernard Schroedl moved, seconded by Patricia Grathen, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:14 a.m.